

Vermont Enterprise GIS Consortium (EGC)

MEETING MINUTES

June 2, 2014

11:00AM - Noon
Conference Call

EGC Participants

- Melissa Prindiville – ACCD
- Lesley Bean – VTrans
- David Brotzman – VCGI
- Steve Sharp – VCGI
- Erik Engstrom – ANR
- Lou Bedor, DEMHS

Guests:

Documents Distributed:

1. Meeting Agenda

| MINUTES | |
|--------------------------|---|
| Agenda Topic | Discussion |
| 10:00AM to 11:00AM | <ul style="list-style-type: none">❑ Status of VCGI's move into State Government (ACCD)<ul style="list-style-type: none">○ VCGI continues to work with ACCD to coordinate its move into State government. As of 6/2/2014 it is uncertain whether this will happen by July 1st, 2014. VCGI/ACCD are working to craft a "migration plan". EGC input will be needed on some items.❑ <u>Charter - EGC Emergency Management Workgroup</u><ul style="list-style-type: none">○ Ivan Brown indicated that the EMW has crafted a Charter.○ A precise meeting schedule hasn't been determined, but they hope to meet monthly to quarterly as needed.❑ Crafting the FY'2015 EGC Business Plan<ul style="list-style-type: none">○ EGC reps scanned the FY'2014 EGC Business Plan and noted what had/hadn't been accomplished in FY 2014.<ul style="list-style-type: none">• Item 1 (Data Warehouse Redesign): EGC Open Data Workgroup (formerly Data Warehouse Workgroup) has<ul style="list-style-type: none">• Drafted requirements (user stories) for a new VT GIS Data Portal• Ranked the requirements• Tested CKAN and Socrata platforms• Worked with DII on their Open Data Pilot• Released and received responses to an "VT Open Data Portal" RFI (Request For Information).• Identified targeted enhancements to the existing Warehouse, and begun to implement them. |

MINUTES

| Agenda Topic | Discussion |
|--------------|--|
| | <ul style="list-style-type: none"> • Item 2 (GIS Career Ladder): The “sub-committee” (Steve, PJ, Joanna, Pete Y) has put together a matrix which will help guide the crafting of the GIS job specifications. Draft job specs have been drafted for GIS II and GIS IV. • Item 3 (SharePoint): The site continues to be used and maintained by the EGC. A Parcel Workgroup sub-site has been added. • Item 4 (Strategic Plan): Review of the strategic plan was tabled in FY’2014 pending the determination of VCGI’s future disposition. • Item 5 (Business Plan): The FY’2015 plan will be drafted in June. • Item 6 (Web Services): The EGC revised the Web Services Strategy and released a version 2.1 in January 2014. This revision addressed version naming, life cycle policies, https/ssl, service maintenance, AGS upgrades, AGO strategy, and included some new EGC web services. • Item 7 (Marketing): The EGC has reached out to the Office of the Creative Economy (OCE) in the area of Open Data collaboration. The EGC also plans to release its FY’2014 Annual Report in July. • Item 8 (Shared Services): EGC has discussed possibility of sharing a BING mapping license, but there hasn’t been consensus that it’s worth the cost. • Item 9 (MOU Guidelines): No action to date. • Item 10 (Hardware/Software Sharing): A subset of EGC partners continue to share hardware/software supporting maps.vermont.gov (dev.maps.vermont.gov); a platform used to develop interactive mapping sites. <ul style="list-style-type: none"> ○ EGC reps determined that the following FY’2014 items should be carried over into 2015. <ul style="list-style-type: none"> • Item 1 (Data Warehouse Redesign) • Item 2 (GIS Career Ladder) • Item 3 (SharePoint) • Item 4 (Strategic Plan). • Item 5 (Business Plan) • Item 6 (Web Services) • Item 7 (Marketing) • Item 8 (Shared Services) - DROP • Item 9 (MOU Guidelines) - DROP • Item 10 (Hardware/Software Sharing) ○ Determined that the following additional work items should be added <ul style="list-style-type: none"> • Review and revise (as needed) EGC’s Charter • ESRI MPA and ELA • EGC Workgroup activities |

| MINUTES | |
|---------------------|--|
| Agenda Topic | Discussion |
| | <ul style="list-style-type: none"> □ Revise the State's Enterprise GIS Strategic Plan & EGC Charter? <ul style="list-style-type: none"> ○ EGC reps agreed that its time to review and possibly revise State's Enterprise GIS Strategic Plan. They also agreed that it would be good to review the EGC's Charter. |
| Next Meeting | <ul style="list-style-type: none"> ○ Monday, July 7 (11AM), 2014: VCGI's Office in Waterbury |

| ACTION ITEMS - COMPREHENSIVE LIST | | | | | |
|-----------------------------------|--|---|-----------------|----------|---|
| Item | Action Item | Who? | Target Due Date | Priority | Status Notes |
| 1. | ArcGIS Server Workgroup (ASW) - server sharing plan | EGC ASW | ? | On Hold | |
| 2. | Revise SDE guidelines | VCGI (Steve) VTrans (Lesley M) ANR (Ryan/Erik) | ? | On Hold | no activity to date |
| 3. | Geocortex Essentials <ul style="list-style-type: none"> • Look and Feel Standards | EGC + Geocortex Admin Team | ? | On Hold | Draft look and feel standards submitted to State Web Master. No response. |
| 4. | MAPS.VERMONT.GOV homepage | Leslie Pelch + Melissa Prindiville + other EGC | March 2014 | Medium | Interim Maps.vermont.gov homepage created. 6/2014 Email from ACCD/CMO suggest that maps.vermont.gov "splash page" should re-point to VCGI "maps" page. Need to get thumbs up from EGC. |

ACTION ITEMS - COMPREHENSIVE LIST

| Item | Action Item | Who? | Target Due Date | Priority | Status Notes |
|------|---|------------------------------------|-----------------|-----------------------------------|--|
| 5. | EGC Web Services <ul style="list-style-type: none"> • Work to revise EGC Web Services document to address versions, https, and life-cycle issues. • Add ArcGIS Online use and “interconnect” and sharing between agencies using AGO • Craft ESRI Community Mapping Program implementation plan | EGC | Fall 2013 | DONE | EGC needs to vote on revised Web Services plan (2.1) VCGI crafted a draft ESRI Community Mapping Program Plan and presented it to the EGC. Need EGC feedback. VCGI also engage RPCs to participate. |
| 6. | BING Maps license <ul style="list-style-type: none"> • Work with EGC Members and DII to determine if we should get a BING Maps enterprise license • Get BING pricing • Evaluate other options such as Google and ArcGIS Online. | EGC | Summer 2013 | DONE | “use cases” submitted to DII Got pricing from ACCD Little interest in BING...stalled on this item Contact ACCD if you're interested in the possibility of sharing their license. |
| 7. | Add “SDE replication” option to EGC data exchange protocol | Ivan B | 2013 | LOW | to do |
| 8. | Data Warehouse Workgroup <ul style="list-style-type: none"> • Work with EGC members and other partners to redesign and build a new VT GIS Data Warehouse solution • Participate in DII Open Data Pilot using Socrata | EGC | 2/1/2014 | HIGH On Hold | <ul style="list-style-type: none"> - Tested Socrata and CKAN - done - User Stories (requirements) defined and ranked - done - RFI – done - RFP – On Hold |
| 9. | ESRI MPA <ul style="list-style-type: none"> • MPA has expired. Need to prod BGS/ESRI to get a new one signed. | VCGI/EGC | 1/1/2014 | HIGH | Contact BGS and ESRI to push issue. No response as of 1/6/2014. |
| 10. | TS Irene Data Repository | VCGI/EGC/ VTStrong | ? | LOW | Need to meet with the Irene Recover Office to discuss plan/scope |
| 11. | Parcel Workgroup <ul style="list-style-type: none"> • Setup SharePoint subsite under EGC site • Setup regular meeting schedule | Leslie Pelch and others interested | Nov 2013 | DONE | Created subsite |

ACTION ITEMS - COMPREHENSIVE LIST

| Item | Action Item | Who? | Target Due Date | Priority | Status Notes |
|------|---|----------------------------|-----------------|---------------|--|
| 12. | GIS Career Ladder <ul style="list-style-type: none">• Craft a proposal• Present to EGC for endorsement• Present to State HR | Peter Telep and volunteers | Jan 2014 | HIGH | Crafted detailed job specifications for GIS Specialist 1-4 and present to EGC for review |
| 13. | EGC Emergency Management Workgroup <ul style="list-style-type: none">• Draft charter• Identify work items | Ivan Brown | May 2014 | Medium | - EMW Charter drafted. |